

## **Registrar & Vital Statistics FAQ's**

What are the Registrars business hours?

The Registrar's office is open from 8:30am to 4:30pm Monday through Friday.

Can I get forms from the Internet and fill them out prior to visiting the registrars office?

Yes. All applicable forms can be downloaded from the Municipal Forms page of this web site.

How do I get a marriage/civil union license?

### **Marriage Information**

The Registrar's Office sets appointments from 9:00am-3:00pm Monday through Friday. Please call 201-837-1600 ext. 1276 or 1277 for an appointment or if you have any further questions.

Both applicants require the following;

Birth certificates or Passports (must be original documents)

Drivers License or proof of residence

Social Security cards or W-2 or tax return from prior year

A witness over the age of 18

Cost is \$28.00 cash

How do I get a birth certificate?

### **Birth Certificate Information**

(for yourself or a family member)

Required Documents;

Driver's License

Original Birth Certificate

Cost is \$20.00 cash

You may also mail in a written request:

Include Name, Date of Birth, Parents Names, Copy of your drivers license, birth certificate, and daytime phone number.

Include a money order for \$20.00 made payable to the Township of Teaneck and a stamped self-addressed envelope.

Mail to: Township of Teaneck, Vital Statistics, 818 Teaneck Road, Teaneck, NJ 07666

How do I get a death certificate?

### **Death Certificate Information**

Required Documents:

Current Drivers License

Certified Copy of your Birth Certificate

Cost is \$15.00 cash

You may also mail in a written request;

Include Dependents name, exact date of death, photo copy of current drivers license, photo copy of birth certificate

Include a money order for \$15.00 made payable to the Township of Teaneck and a stamped self-addressed envelope.

Mail to: Township of Teaneck, Vital Statistics, 818 Teaneck Road, Teaneck, NJ 07666

### **Tax Office FAQ's**

Can I get a NJ Property Tax Reimbursement Application at the Tax Office?

Yes. The township has NJ Form PTR-1 available to the public. Also, the Tax Collector will verify on form PTR-1A all property tax payments.

My mortgage was just paid off. What do I do?

Provide the Tax Office with a written statement that the mortgage has been satisfied. This is necessary to update the billing records.